

This form may be completed online, printed and mailed to the address listed below.

STATE APPLICATION FOR NURSE AIDE TRAINING PROGRAM APPROVAL

| Name and Address of Entity Conducting Course | | | | | | | | |
|--|---|----------------------------|--------------------------|---|------------------------|--|--|--|
| Location of Course | | Dates of Course | | | | | | |
| Name of R.N. Administering the Course | | R.N. License Number | | | | | | |
| Name, Profession, and License Number of Each Instructor | | | | | | | | |
| <p>The following course curriculum materials must be submitted for review: 175 NAC 13 002.03</p> <p>002.03A The title of the course;</p> <p>002.03B The sponsor's;</p> <p>002.03C The names and authors of all textbooks to be used, if any, including the publisher and edition, or if no textbook is to be used, a list of written materials to be used, if any, including the source of such materials;</p> <p>002.03D The specific objectives for the course;</p> <p>002.03E The hours to be spent on each unit within the components required by 004.02A-C or 005.03A-B of 175 NAC 13, as applicable;</p> <p>002.03F The hours to be spent on each unit within the components required by 004.02A-C or 005.02A-B of 175 NAC 13, as applicable;</p> <p>002.03G The method(s) of instruction for each unit listed in 002.03E, above (e.g., lecture, demonstration, simulation, slide presentation, film strip, etc.);</p> <p>002.03H A description of the practical training to be provided for each unit in 002.03E;</p> <p>002.03I The reading assignment in the text or in other materials, if any, for each unit;</p> <p>002.03J The evaluation method for each unit (e.g., written examination, student presentation or demonstration, competency check-off, etc.);</p> <p>002.03K An explanation of when students will be evaluated (e.g., after each unit, comprehensively at the end of the course);</p> <p>002.03L An explanation of the grading system to be used for written examinations and proficiency evaluations; and</p> <p>002.03M A list of tasks and duties connected with each unit listed in 004.02A-C or 005.03A-B on which students will be evaluated for competency, and guidelines for examinations to be used, which shall include, at a minimum:</p> <p style="padding-left: 20px;">002.03M1 Procedures to be followed in administering examinations;</p> <p style="padding-left: 20px;">002.03M2 Procedures to be followed to insure security of examinations, both during administration and otherwise, including but not limited to the number of times a particular examination will be used;</p> <p style="padding-left: 20px;">002.03M3 Procedures to be followed to validate the examinations as testing competency in the unit being tested; and</p> <p style="padding-left: 20px;">002.03M4 Procedures to be followed in reporting the grades to the sponsor and the Department.</p> <p>APPLICANTS TO CONDUCT COURSES DEVELOPED BY OTHERS WHICH HAVE RECEIVED DEPARTMENT APPROVAL NEED NOT SUBMIT CURRICULUM MATERIALS ABOVE EXCEPT TO THE EXTENT THAT THE COURSE WILL BE VARIED IN ANY MANNER FROM THE APPROVED COURSE. SUCH APPLICANTS MUST FILL IN THE FOLLOWING ITEMS:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"><tr><th style="width: 33%;">Title of Approved Course</th><th style="width: 33%;">Name of Entity Whose Course is To Be Used</th><th style="width: 33%;">Date of Dept. Approval</th></tr><tr><td style="height: 80px;"></td><td></td><td></td></tr></table> | | | Title of Approved Course | Name of Entity Whose Course is To Be Used | Date of Dept. Approval | | | |
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| | | | | | | | | |
| Submitted by (typed or printed name) Administrator or Operating Officer | | | | | | | | |
| Date | | Signature of Administrator | | | | | | |

Mail to: Nebraska Health and Human Services, R&L
Credentialing Division
PO Box 94986
Lincoln, NE 68509-4986